Plattsburgh, New York

Jonathan P. Ruff, P.E.
Environmental Manager

41 City Hall Place
Plattsburgh, NY 12901
Phone: 518-536-7519
Fax: 518-563-6083
ruffj@cityofplattsburgh-ny.gov

July 8, 2013

To: Mayor Kasprzak and Members
Of the Common Council

Fr: Jonathan Ruff

Re: Hydrogeologic Services
Groundwater Evaluation & Source Development Feasibility Study

Two proposals for evaluating the potential for using groundwater for source water were received and reviewed. The proposal selected is from Hydrosource Associates for the attached scope of services as follows:

Phase I – Hydrogeologic Evaluation and Well Siting Identification: $13,800 fixed fee

Phase II – Well Siting Geophysical Surveys and Report: $16,000 estimate

Total Cost Not-to-Exceed: $29,800

It is respectfully requested that the contract be awarded to Hydrosource Associates of Ashland, NH in the Not-to-Exceed amount of $29,800.

The source of funds will be Capital Project H8320.73.

Please let me know if you have any questions or would like to discuss any of these further.

Hydrogeologic Scope of Services For Groundwater Source Location and Development City of Plattsburgh, New York

July 3, 2013

PROPOSED SCOPE OF HYDROGEOLOGIC SERVICES

Phase I -- Hydrogeological Evaluation And Identification Of Candidate Areas For Potential Well Siting And Development

The purpose of the first phase is to form a detailed understanding of the subsurface conditions in the study area with respect to high-yield groundwater source development so that subsequent efforts are directed as effectively as possible. Our objective will be to identify Favorable Zones--limited-size portions of the study area considered to offer the greatest groundwater development potential. Subsequent efforts can then be focused on these high-potential zones.

The Phase I evaluation will be completed over the area within roughly one mile of the City's current water system and transmission main extensions. We would also pay special consideration to any City-owned properties to assess whether it may be possible to develop productive well sources there as a means of minimizing effort and costs of acquiring privately-held land. If such property appears to be a promising candidate for hosting a suitable well source, or if other areas appear to offer greater potential to develop more productive and/or higher quality water sources, we will make the appropriate recommendations.

1. Data Review – We will review available background information such as: published bedrock and surficial geologic mapping; published reports and articles on regional geology and hydrology (e.g., USGS publications and articles, field guides/road logs from geological field trips); well data; aerial photography (stereographic coverage); topographic and orthophoto digital base maps; digital elevation model (DEM); site-specific documentation. Information pertinent to the groundwater evaluation will be assembled into a digital map file set using a GIS system, with topographic and orthophoto base maps, and themes including bedrock and surficial geologic maps, well data, etc. This information will be added to and refined as subsequent tasks are undertaken, and used to analyze the project area's groundwater availability as well as produce graphics for inclusion with future reports and regulatory applications, as required.

2. Aerial Photograph and DEM Analysis – Imagery will be analyzed to assess the structural setting as a means of identifying where bedrock valleys or over-deepened troughs in

The lineaments and structural features identified on the various imagery platforms (i.e., air photos, topographic maps, hillshaded DEMs) will be consolidated with the other information using the GIS, and individual sites where over-deepening is suspected will be identified. These will then be inspected during a field trip (below).

3. **Contaminant Threat Inventory** - An important early task is to make an inventory of potential sources of groundwater contamination. Identifying credible contaminant threats before significant investment is made in any particular site reduces the chances that exploration efforts will be wasted. HydroSource will therefore query the applicable state environmental databases to identify possible contamination sources in the project area. Also, a "windshield survey" to search for undocumented potential contaminant sites will be conducted during the site inspection, which is described below. During a windshield survey, public roads in the area are driven, and sites where hazardous materials appear to be stored or used are noted on a map. In addition to protecting the City from investing in a well site that might be vulnerable to contamination, the contaminant threat inventory is also a required component of reports prepared for the regulatory agencies during the permitting process.

4. **Well Inventory** - Information on existing wells in the project area will be reviewed. Some information may be obtained from the NYSDEC wells database, and some may be obtained through calls to local drillers. Information of interest will include total depth, reported yield, depth to bedrock, water level depth, sediment descriptions, and water quality information.

Well information can be useful in many ways. For example, wells with unusually long casing lengths indicate a substantial overburden thickness, suggesting the possibility of a greater-than-normal saturated thickness of overlying sand and gravel (i.e., an over-deepened area). Well records may also list at what depth sand and gravel deposits were encountered, which often allows us to model the saturated thickness of the local sand and gravel deposits and predict where the thickness of the deposits may be greatest nearby. The information gathered will be used to identify promising areas for groundwater development as well as areas to avoid, i.e., those confirmed to possess low yield potential or water quality flaws.

We understand that the Town of Plattsburgh currently operates wells that are located along the Saranac River in the Morrisonville area. Hence, the locations and extraction rates of these wells, along with their likely area of hydraulic impact will also be taken into consideration in our groundwater source siting efforts for the City, i.e., we will seek to identify alternate areas that are suitable and sufficiently productive within which to locate and develop new groundwater sources, to avoid potential pumping interference between the Town's wells and future groundwater sources to be developed by the City.

5. **Site Inspection** - Several tasks are undertaken during the site inspection. The windshield survey described above is conducted. Because previous geological mapping is largely regional in scale and was not necessarily created with the intent or at the level of precision that is applicable for precisely siting high-yield wells, the geology indicated by published sources is

The amount of recharge available to a new groundwater source will ultimately depend upon the specific location of the extraction point within the recharge area, the size of individual contributing drainage basins, and the extent and degree of interconnection between the aquifer and the source of recharge. As mentioned earlier, most of the area under consideration is within the very large watershed of the Saranac River. Thus, the Plattsburgh area is auspiciously situated such that sustainable recharge should not be a limiting factor in developing a suitable groundwater supply. This task is therefore expected to require only a modest effort. The results, however, will be required as an inclusion in various reports to the regulatory agencies to confirm that sufficient recharge is available to sustain the intended groundwater withdrawal and without causing adverse environmental impacts as a result of sustained groundwater pumping.

7. **Report** - HSA will compile and integrate the information produced by the tasks in Phase I, and will identify and rank Favorable Zones in terms of high-yield groundwater source development potential. These rankings will be based upon technical hydrogeologic information and conclusions, experience, and estimates of geologic and hydrogeologic characteristics. These characteristics include valley trend; geologic structure; recharge potential; water quality, contaminant threats status; aquifer storage; geomorphology; overburden type, permeability, projected thickness and lateral extent; and site location with respect to contaminant threats and proximity to planned water system distribution limits.

The Phase I work products will be a report summarizing the hydrogeologic setting of the study area and a map identifying Favorable Zones (limited-size areas with high potential for groundwater development). We expect that several Favorable Zones will be identified, and thus will provide a number of options for the City in regard to advantageous location of the new water source with respect to engineering, hydraulics and system planning. A number of options will be beneficial in the event that some Zones are inaccessible for whatever reason (e.g., uncooperative landowner; the City and/or its engineer may determine that some Zones are undesirable for engineering or other reasons). Discussions will be held with City officials to review our results and recommendations, answer any questions, and to decide within which areas further groundwater source siting and development work is to be focused. The City may also wish to forward the map to the NYSDEC and NYSDOH for their review and comments as to the City's plans to potentially seek to develop groundwater sources in the areas identified.

PHASE II -- WELL SITING GEOPHYSICAL SURVEYS AND REPORT

Site Access

The efforts described under Task 1 above are effective in indicating areas that are likely to be underlain by productive aquifers. However, these activities are commonly not able to provide the level of precision necessary to optimize specifically where in that area a well should be located to maximize yield. To identify sites where the City can develop the maximum rate of supply capacity while installing as few test wells as possible means that the City will need to identify the optimal locations where the underlying geologic deposits present the most

hydrogeologic characteristics to support a high-yield well. Thus, we located promising drilling targets in the other three Zones, drilled test wells in two of the Zones, and ended up developing a new wellfield in one of the Zones. For another New York State client (Saranac Lake), three Zones were selected for Phase II work, test wells were installed in two Zones, and a successful wellfield was developed in one Zone. For yet another New York State client (Marathon), we investigated three Zones using geophysical surveys, located promising targets in only one Zone, and then test drilled and developed a wellfield in that one Zone. In Malone, we surveyed three Zones, installed test wells in two Zones, and developed one production well in each of those two Zones. For cost estimating purposes, we assume that three Favorable Zones are to be surveyed for possible test well sites for the City of Plattsburgh.

Having a number of options is important not only from the technical standpoint of finding water, but also in obtaining the property needed for the well site and a 200-foot radius setback area. We also note that sometimes the results of geophysical investigations show that the first-ranked well site ends up being in what was initially considered to be a lower ranked Favorable Zone. This occurred on our projects for the Villages of Marathon and Saranac Lake. We will work with the City to come to agreement on which Zones to pursue.

Not all landowners may agree to allow access. In some cases where we think a property is especially important, we might ask the City to approach the landowner again to see if he will change his mind. After we have the finalized list of properties available for geophysical surveys, we will schedule and plan the survey effort.

Well-Siting Surveys

Geophysical survey methods are typically chosen and designed specifically to evaluate the targeted hydrogeological settings and to precisely identify optimal locations for test wells. The geophysical method we expect to use for Plattsburgh is electrical resistivity.

Electrical Resistivity - We anticipate that electrical resistivity surveys will be critical in identifying the most promising locations for well installation. They would be performed over selected areas within the Favorable Zones to assess subsurface conditions in order to ensure that the most promising sites are identified before investment is made in test well installation.

Electrical resistivity surveys rely on numerical processing of data analogous to a CAT scan or MRI image. A typical survey involves setting a series of electrodes at regular intervals along a survey line roughly 400 to 700 meters long, connected to a cable that is stretched out along that line. A low-voltage electric current is made to pass between each possible combination of two electrodes in a specified sequence, the resistivity to electrical current flow between each electrode pair is measured, and a computer program is used to model the distribution of resistivity in the subsurface. Because different geologic materials (clay, gravel, sand, granite) have different electrical properties, the variations in resistivity can be used to infer the subsurface distribution of different sediment and rock types.

The resistivity profile above was produced during HSA's groundwater development project for the Village of Marathon, New York. The two sites shown (one in sand and gravel deposits, the other in bedrock) were selected as two of the highest-ranked well sites, which subsequently were developed into production wells that yield over 680,000 gpd. This is the same method that was used to identify two, 2,880,000 gpd wells for the Village of Malone, a 2,088,000 gpd well for the Town of Houghton, a 2,736,000 gpd well source in Lyons Falls, and two 4,300,000+ gpd wells for the Village of Saranac Lake. It is very well-suited for the conditions expected in Plattsburgh.

Well-Siting Report

Upon completion of the surveys, a report describing the recommended test well installation locations, along with a relative ranking of the sites would be submitted to the City. The report will explain the rationale for the choice of test well sites. The locations would also be shown on a map in relation to property lines and cultural features.

Again, the City, its consulting engineer, and HSA would collectively discuss the recommendations, engineering and practical considerations, and the City may decide at which sites it wishes to install test wells. The map showing the proposed test well sites could also be sent to NYSDOH and NYSDEC, so that the agencies can confirm that the chosen sites appear to be acceptable locations for wells serving a public water supply.

PROBABLE COSTS

Phase I (all tasks)	$13,800 Fixed-Fee
Phase II Well Siting Geophysical Surveys & Report	$16,000 Estimate
Total Cost Not-to-Exceed	$29,800

MUNICPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

July 9, 2013

To: Mayor Donald Kasprzak

From: Bill Treacy, Manager

Subject: Sale of Surplus Transformers, PMLD Bid 2013-7-1
Bid Review and Award Recommendation

The Management of the Plattsburgh Municipal Lighting Department has reviewed and evaluated four bids received on July 9,2013 for the Sale of Surplus Transformers. The Bids received were:

Bidder	Total
T&R Electric, Colman, SD	$59,574.38
TSI, Concord, NH	$29,952.63
Jerry's Electric, Colman, SD	$19,647.75
TCI, INC, Hudson, NY	$14,662.50

We recommend award to **T&R Electric Supply Company, 308 SW 3rd Street, Colman, SD 57017**. We are satisfied based on review of their experience that they can properly recycle these old transformers and provide us the proper documentation to comply with environmental regulations.

If you have any questions, please contact me. Thank you for your attention to this matter.

CC: City Clerk
Councilor Jackson, PMLD Liaison
Bid 2013-7-1

MUNICPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

July 11, 2013

To: Mayor Donald M. Kasprzak

From: Bill Treacy, Manager

Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectively requests permission from the Common Council to advertise for sealed bid for:

PMLD BID NO. 2013 - 8- 1

WOODEN UTILITY POLES

BID OPENING DATE: August 19, 2013 at 11:00 AM

We propose that this bid be received under PMLD Bid No. 2013 - 8-1, prior to 11:00 A.M., local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Respectfully submitted,

Bill Treacy

Bill Treacy, P.E.
Manager

cc: Keith Herkalo, City Clerk
Councilor Jackson, PMLD Liaison
Bid 2013-8-1 File

MUNICPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

July 11, 2013

To: Mayor Donald M. Kasprzak

From: Bill Treacy, Manager

Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectively requests permission from the Common Council to advertise for sealed bid for:

PMLD BID NO. 2013 - 8- 2

High Voltage Station Service Transformers

BID OPENING DATE: August 6, 2013 at 11:00 AM

We propose that this bid be received under PMLD Bid No. 2013 - 8-2, prior to 11:00 A.M., local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Respectfully submitted,

Bill Treacy, P.E.
Manager

cc: Keith Herkalo, City Clerk
Councilor Jackson, PMLD Liaison
Bid 2013-8-1 File

MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, NewYork

6 Miller Street
Plattsburgh, New York 12901
Ph # 518-563-2200
Fax: 518-563-6690

TO: Mayor Donald M. Kasprzak

FROM: William J. Treacy, P.E., Manager

RE: Unpaid Final Bill Account Write-off

DATE: July 15, 2013

The Management of the Plattsburgh Municipal Lighting Department respectfully requests permission to proceed with the write-off of unpaid final bills. The period covered by this write-off will be from ***May 1, 2012 to May 31, 2012.*** The amount of the write-off will be **$5,800.29.** The percentage of write-offs for this period is .56%.

Sales for this time period were $1,038,546.34.

Payments on final accounts for this time period were $2,771.86.

This write-off of unpaid bills represents 46 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

0 to $50.00 – 21 customers
$50.01 to $100.00 – 4 customers
$100.01 to $150.00 – 4 customers
$150.01 to $200.00 – 5 customers
$200.01 to $250.00 – 4 customers
$250.01 to $300.00 – 3 customers
$339.47 – 1 customer
$462.79 – 1 customer
$472.44 – 1 customer
$503.80 – 1 customer
$564.83 – 1 customer

I thank you for your attention to this matter.

Cc: Richard Marks, City Chamberlain
Eileen Sickles, Account Systems Supervisor
Final Bill Account Write-off

July 15, 2013

Honorable Donald Kasprzak
Mayor, City of Plattsburgh
City Hall
Plattsburgh, NY 12901

Dear Mayor Kasprzak:

State University of New York College at Plattsburgh begins the 2013-2014 Academic Year with opening day on Saturday, August 24, 2013. On that day, hundreds of new students move into campus residence halls and there is very heavy traffic flow and congestion on Rugar Street in the vicinity of State University of New York College at Plattsburgh.

It has been the practice for the past several years that only one-way vehicular traffic is permitted on Rugar Street – in the vicinity of the State University property – on Saturday, August 24, 2013 from 7 A.M. to 7 P.M. The direction of travel will be westerly from the Myers Building roadway to the intersection with Sanborn Avenue. Additionally, the portion of Sanborn Avenue in front of our residence halls will be one-way only. The direction of travel will be northerly from Rugar Street out to Park Avenue. This practice was employed to enhance safety and relieve traffic congestion.

Therefore, I am requesting that University Police personnel be allowed to divert and direct a one-way traffic pattern in a westerly direction on Rugar Street between Myers Building roadway/Rugar Street intersection and the intersection of Sanborn Avenue/Rugar Street out to Park Avenue.

Attached to this letter is a 2013-2014 Academic Year schedule.

Thank you for your consideration in this matter. Should you need further information, please advise me.

Sincerely,

Arlene M. Sabo
Chief of University Police

Attachment

CC: Dr. John Ettling, President
Mr. Bryan Hartman, Vice President for Student Affairs
Mr. Keith Tyo, Executive Assistant to the President
Mr. Bryce Hoffman, Executive Director of Marketing & Communications
Mr. Desmond Racicot, Plattsburgh City Police Chief
Mr. Randy Stone, Plattsburgh City Acting Fire Chief
Mr. Jerry Lottie, Assistant Chief of University Police

Plattsburgh Police Department
45 Pine Street
Plattsburgh, NewYork
518-563-3411
518-566-9000 (FAX)

DESMOND J. RACICOT
Chief of Police

July 15, 2013

Mayor Donald M. Kasrpzak
And Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Gentlemen;

I respectfully request your approval for the following budget revision to transfer surplus budgeted salary to cover expenses related to the cost of outfitting the three new police patrol vehicles received in June of 2013.

The amount of $58,443.32 was budgeted for the salary of a now disabled police officer who is no longer on the payroll. The portion of payroll that he was paid in 2013 totaled $ 17,283.71, which is verified on the attached Munis print out. Therefore we do have a surplus in our salary expense line of at least $ 41,159.61. The cost to outfit the three new police cruisers is $ 10,256.56 for installation of lights and sirens, which for the most part are being taken out of the old vehicle. The cost for mobile computers in the new cruisers amounts to $20,936.00. I am asking to transfer the amount of $31,192.56 into our expense line 1-3120-0000-4330 to cover this cost.

Your consideration in this matter is very much appreciated. If you should have any questions or need additional information, please feel free to contact me.

Respectfully,

Chief Desmond J. Racicot
Plattsburgh Police Department

DJR/hlg

RAM

Data911
Mobile Computer Systems

Hubb Systems LLC, DBA Data 911
2021 Challenger Dr.
Alameda CA 94501

Quote	QTE-12817
Date	7/15/2013
Page	1

QUOTE

Bill To:

Plattsburgh PD
Patrolman Robert Hall
45 Pine Street

Ship To:

Plattsburgh PD
Patrolman Robert Hall
45 Pine Street
Plattsburgh NY 12901

Customer ID	Salesperson ID	Payment Terms ID	Shipping Method		Req Ship Date	
PLATTSBURGH	DMENTO				0/0/0000	

Quantity	Item Number	Description	UOM	Unit Price	Ext. Price
3	D9-01-M7-C2D18G	CPU, M7 CORE 2 DUO 1.86 GHz / SL9400 4GB MEM, 50/64GB SSD	SYS	$5,796.00	$17,388.00
3	D9-09-0025	WiFi Module for M7	INDV	$76.00	$228.00
3	LC-07-0015	OEM WINDOWS 7, PROFESSIONAL, 32-BIT	SYS	$0.00	$0.00
3	D9-02-M7-1210CL	COLOR DISPLAY MODEL M7-1210CL - 12.1" XGA	SYS	$0.00	$0.00
3	D9-03-0008	USB KEYBOARD WITH TOUCHPAD, BLACK	SYS	$0.00	$0.00
3	CA-M7-9999A	M7 STANDARD CABLE KIT	SYS	$0.00	$0.00
3	D9-08-7006	M7 CPU GB MOUNT / BLOWER, FORD PI UTILITY	SYS	$60.00	$180.00
3	MA9999-48	48 MONTH FACTORY WARRANTY	SERVICE	$0.00	$0.00
3	SHIPPING	SHIPPING - INCL per NY State Contract	INDV	$0.00	$0.00
4	9999-14	Havis Ford IU swing out mount (DMM-123)	INDV	$223.00	$892.00
4	9999-14	Havis adapter for M7 display (C-MM-214)	INDV	$32.00	$128.00
4	9999-14	Havis bracket for display (C-MM-303)	INDV	$26.00	$104.00
4	SHIPPING	SHIPPING - Havis	INDV	$29.00	$116.00
3	9999-14	Installation by PCI of 3 vehicles	INDV	$600.00	$1,800.00
1	9999-14	De-installation of Gamber mount and re-installation of Hint mount	INDV	$100.00	$100.00

See attached Terms & Conditions.

Subtotal	$20,936.00
Misc	$0.00
Tax	$0.00
Trade Discount	$0.00
Total	$20,936.00

BY EMPLOYEE NAME
01/01/2013 to 07/12/2013

ORG	OBJ	PROJ	LOC	JOB	CHECK	PAY TYPE	HOURS	AMOUNT	DED TYPE	EMPLOYEE	EMPLOYER
000560 054-66-1377 LOZIER, JEFFREY						LOC: 3120 ORG: 13120000					
Check Date: 01/04/2013											
13120000	1100		3120	3125	000059340	300 VAC	16.00	449.56			
13120000	1100		3120	3125	000059340	400 SK LV	16.00	449.56			
13120000	1100		3120	3125	000059340	400 SK LV	8.00	224.78			
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13120000	1100		3120	3125	000059519	300 VAC	24.00	674.35			
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Check Date: 01/18/2013											
13120000	1100		3120	3125	000059641	150 BASE S	8.00	224.78			
13120000	1100		3120	3125	000059641	300 VAC	16.00	449.56			
13120000	1100		3120	3125	000059641	310 HOLIDA	16.00	449.56			
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13120000	1100		3120	3125	000060182	400 SK LV	8.00	224.78			
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Check Date: 02/22/2013											
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Check Date: 03/08/2013											
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13120000	1100		3120	3125	000061094	400 SK LV	24.00	674.35			
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Check Date: 03/22/2013											
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13120000	1100		3120	3125	000061660	310 HOLIDA	16.00	449.56			
13120000	1100		3120	3125	000061660	310 HOLIDA	16.00	449.56			
CHECK 03/22/2013 TOTALS: NET:							1,123.90	40.00	1,123.90	0.00	0.00

BY EMPLOYEE NAME
01/01/2013 to 07/12/2013

ORG	OBJ	PROJ	LOC	JOB	CHECK	PAY TYPE	HOURS	AMOUNT	DED	TYPE	EMPLOYEE	EMPLOYER
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Check Date: 03/28/2013												
13120000	1100		3120	3125	000061851	400 SK LV	16.00	449.56				
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Check Date: 04/12/2013												
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13120000	1100		3120	3125	000062233	400 SK LV	24.00	674.35				
CHECK 04/12/2013 TOTALS:					NET:		1,123.91	40.00	1,123.91		0.00	0.00
Check Date: 04/19/2013												
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13120000	1100		3120	3125	000062424	400 SK LV	24.00	674.35				
CHECK 04/19/2013 TOTALS:					NET:		1,123.91	40.00	1,123.91		0.00	0.00
Check Date: 04/26/2013												
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13120000	1100		3120	3125	000062616	400 SK LV	24.00	674.35				
CHECK 04/26/2013 TOTALS:					NET:		1,123.91	40.00	1,123.91		0.00	0.00
Check Date: 05/03/2013												
13120000	1100		3120	3125	000062810	300 VAC	16.00	449.56				
13120000	1100		3120	3125	000062810	400 SK LV	4.00	112.39				
CHECK 05/03/2013 TOTALS:					NET:		561.95	20.00	561.95		0.00	0.00
Check Date: 05/24/2013												
13120000	1100		3120	3125	000063411	150 BASE S	40.00	1,123.91				
13120000	1100		3120	3125	000063411	150 BASE S	-40.00	-1,123.91				
CHECK 05/24/2013 TOTALS:					NET:		.00	0.00	0.00		0.00	0.00
Check Date: 06/07/2013												
13120000	1400		3120	3125	000063846	751 CLOTH	0.00	537.50				
CHECK 06/07/2013 TOTALS:					NET:		537.50	0.00	537.50		0.00	0.00
EMPLOYEE TOTALS:					NET:		17,283.71	596.00	17,283.71		0.00	0.00
GRAND TOTALS:					NET:		17,283.71	596.00	17,283.71		0.00	0.00

** END OF REPORT - Generated by Julie Winterbottom **

MUNICPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

Date: July 1, 2013

To: Mayor Donald M. Kasprzak

From: Bill Treacy, Manager

Subj.: MEUA Annual Meeting

As Manager of the Municipal Lighting Department, I hereby requests permission to attend the MEUA Annual Meeting on the August 20-23, 2013 to be held in Ellicottville, NY at an estimated cost of $ 914.70.

Attached is a copy of information on the meeting for your review. Also attached is a resolution authorizing me to vote on issues at MEUA meeting on behalf of the City of Plattsburgh. This resolution will need to be approved by the Common Council. If you have any questions, please contact me.

ATT: 4

Cc: Councilor Jackson, MLD Liaison
Finance Director Kelly Clookey
Travel File